



# architects

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SUMMER 2004

## Obtaining IDP/CIDP Information

# Presentations Provide Firms Overview of IDP/CIDP Requirements

By Nathaniel B. Walker, IV, IDP State Coordinator for The American Institute of Architects, California Council

**W**ith the Intern Development Program (IDP) and Comprehensive Intern Development Program (CIDP) implementation less than a year away (pending regulatory approval), both interns and firms are beginning to become familiar with the requirements.

As an IDP State Coordinator for The American Institute of Architects, California Council (AIACC), I give presentations to interns and architects who want to gain an understanding of IDP from someone who has actually been through the program. My presentation addresses the following: 1) the purpose and objectives of IDP; 2) IDP organization and historical background; 3) how firms benefit from participating in IDP; 4) when an intern can begin IDP; 5) a description of the 16 IDP training areas; 6) the cost of IDP; 7) the differences between a supervisor and a mentor; and, 8) IDP

record keeping. I also discuss alternative ways interns can meet some of the IDP requirements, and I take questions from the attendees.

Although most of my presentation focuses on IDP as administered by the National Council of Architectural Registration Boards (NCARB), I do provide a brief overview of the California overlay (CIDP) and describe some of the requirements for the work samples and written narratives.

### A Positive IDP Experience

My volunteer work with AIA is driven by my own positive IDP experience. During my third year of college at Tuskegee University in Alabama, I began my IDP training. After graduation, I spent about a year in Michigan. I then came to the west coast where I completed IDP. Along the way, I had several wonderful mentors who were always willing to answer my questions or direct me to

someone who could. These mentors instilled in me the value of IDP and the importance of sharing what I had learned. I began participating in the Santa Clara Valley chapter of AIA and helping others understand IDP and its benefits. I also currently serve as a member of CAB's Communications Committee.

### Why Require IDP in California?

I begin my presentation by explaining the purpose of IDP. Specifically, IDP is intended to provide a framework for interns to obtain the hands-on experience necessary to acquire the skills and knowledge that are essential to practice architecture competently.

CAB decided to require IDP in California for two reasons. First, to increase the competency of entry-level architects and second, to provide more standardization in the licensing process so that future California architects can more easily obtain reciprocity in other states.

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COUNTDOWN 2005



## President's Message

By Jeffrey D. Heller, FAIA, Board President

# New President Addresses Key Issues for 2004

I am pleased to be serving as President of the California Architects Board for 2004. This is an exciting time to be an architect and to be taking on the many challenges facing our state and our profession.

California is a complex and diverse state. Many regions have specific concerns that affect architects, such as environmental issues, urban planning, transportation, sprawl and smart growth. How our profession addresses these issues is pivotal to the quality of life of all Californians. Because of the state's increasing complexity, the Board's mission is more vital than ever. The Board is committed to ensuring that architects are prepared to address these challenges.

This year, I see several key areas of focus for the Board:

**IDP Implementation:** After a decade of thought and effort, the Intern Development Program (IDP) and the Board's overlay (CIDP), are scheduled to be implemented on January 1, 2005 (pending regulatory approval). As implementation approaches, I want to remind both interns and professionals of the advantages of IDP.

IDP will provide interns a structured environment that will enable them to learn the full spectrum of activities necessary to provide architectural services. IDP will give California interns the same training and proficiency as interns in most other states. Finally, the overlay will help ensure that interns demonstrate their knowledge, expanding on the quantitative nature of IDP.

Despite the time commitment of being a supervisor or a mentor, professionals will also benefit from IDP/CIDP. Since IDP/CIDP will provide interns the experience they need to meet the challenges of working in our complex state, it will result in a highly skilled field of new architects and help improve individual firms and the profession as a whole.

**Architectural Education:** I would like to emphasize the need for CAB to further enhance its relationship with the state's architectural schools and to continue to improve the quality of architectural education. This can be done through ongoing dialogue with the schools to ensure that educational programs address the reality of architectural practice in California. Such programs will provide a more enriching educational experience and result in better architects. We will be planning an event to follow-up on our 2002 Educator/Practitioner workshop.

**Sunset Review:** Every five years, the Legislature conducts a review of consumer boards to evaluate organization and effectiveness. The review addresses ways the agencies can improve and whether they are organized appropriately. We have been working with the Legislature on this review for about a year, and we expect to complete the process this summer.

**Accessibility:** The Board clarified and amplified its objective of assuring that examinations and IDP/CIDP emphasize building codes, including accessibility.

**The Board welcomes Jeffrey D. Heller, FAIA as President of the California Architects Board. Heller has been a member of the Board since 2002. He is President of Heller Manus Architects in San Francisco.**

The Board believes its preventative philosophy pays big dividends in consumer protection, particularly in building code matters.

I look forward to the coming year, and I want to compliment our Board members for their dedication to advancing the profession. I also want to extend to the architecture community my invitation to communicate with us about any important issues regarding the profession. I expect to see good things from the Board in 2004.



# Introducing Our 2004 Board Officers

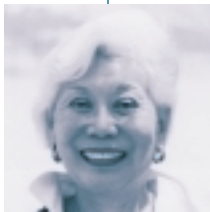
At its December 2003 meeting, CAB elected the following 2004 officers.



**PRESIDENT: Jeffrey D. Heller, FAIA**, has been an architect member of the Board since November 2002 and past vice president. Heller is the founder and President of Heller Manus Architects in San Francisco. He is a past President of the San Francisco chapter of The American Institute of Architects. Heller also has served as an advisor and consultant to several Bay Area and San Francisco City planning and urban design efforts, including the new Bay Bridge East Span design advisory panel and the San Francisco City Planning Department Urban Design Guidelines. He presently chairs the Board's Executive Committee and serves on the Professional Qualifications Committee.



**VICE PRESIDENT: Michael A. Dieden** has been a public member of the Board since November 2002. Dieden is founder and President of Creative Housing Associates, a real estate development company specializing in neighborhood and transit-oriented development since 1997. In 1983, he formed the Michael Dieden Company, a public relations consulting firm at which he continues to serve as President. Dieden headed the 1986 R.A.M.M. Partnership, a group of investors who rehabilitated dilapidated buildings in Venice, California into desirable and profitable homes. Dieden is on the boards of the Southern California Transportation and Land-Use Coalition and the Sustainable Cities Program (through USC), and is a member of the Congress of New Urbanism and the Westside Urban Forum. He presently serves on the Board's Executive Committee and Communications Committee.



**SECRETARY: Cynthia Choy Ong** has been a public member of the Board since June 2000, and she was re-elected as the Board's secretary. Ong has taught in the Los Angeles Unified School District, the Los Angeles Community College system and at UCLA. She has served as a deputy public defender and a deputy attorney general for the state of California. Ong completed her undergraduate work at UCLA and earned her Juris Doctorate at UCLA School of Law. She is presently the Board's liaison to the Landscape Architects Technical Committee, serves on the Board's Executive Committee and chairs the Communications Committee.



## Attention Candidates:

# Will You Be Exempt from the IDP/CIDP Requirement?

**A**s most of you know, effective January 1, 2005 (pending regulatory approval), the California Architects Board (CAB) will require candidates to complete the Intern Development Program (IDP) of the National Council of Architectural Registration Boards (NCARB) and an evidence-based overlay program developed by CAB called Comprehensive IDP (CIDP).

Completion of IDP/CIDP will be a requirement for taking the California Supplemental Examination (CSE) and for licensure. It will not be required for a candidate to establish his or her eligibility for the Architect Registration Examination (ARE). Candidates will continue to be able to take the ARE following verification of five years of education and/or work experience credit. The IDP/CIDP requirement will affect new candidates and inactive candidates applying on or after January 1, 2005. At that time, active candidates will be exempt from the IDP/CIDP requirement.

### Are You an Active Candidate?

You are an active candidate if you have taken an examination with CAB during the last five years, or if CAB deemed you eligible within the last five years and you have not yet taken any examinations. Candidates who are active as of December 31, 2004 will be exempt from the IDP/CIDP requirement provided they do not subsequently become inactive.

### What is an Inactive Candidate?

An inactive candidate is one who was previously deemed eligible, but who has not taken an examination as a CAB candidate for five or more years. The five-year point is calculated from the date you took your last exam as a CAB candidate or the date CAB deemed you eligible if you have not yet taken any exams.

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**Candidates who are active as of December 31, 2004 will be exempt from the IDP/CIDP requirement.**

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Regulations require CAB to purge the files of inactive candidates. As part of that process, the application and supporting documentation contained in the candidate's file (i.e., transcripts, Employment Verification Forms, etc.) are destroyed. Inactive candidates who wish to re-establish their eligibility must apply to CAB as if they are new candidates. They must meet all the requirements in effect at that time for new candidates, including completion of IDP/CIDP, if applicable.

### Becoming an Active Candidate Prior to Implementation of IDP/CIDP

If you have not taken an examination as a CAB candidate for five or more years, you are an inactive candidate, and this new requirement will apply to you unless you become an active candidate prior to January 1, 2005. Following are ways to do so:

**ARE Candidates:** You must complete the appropriate application and submit it to CAB with the \$100 eligibility review fee prior to January 1, 2005 (postmarked December 31, 2004 or earlier). In addition, if your file has been purged, or if this is your initial CAB application, you must submit documentation to support your application, such as certified official transcripts and Employment Verification Forms. If you have any questions, you may call CAB's Written Examination Unit at (916) 445-3394.

You do not have to actually take an exam before the end of the year, but you must have submitted a complete application sufficient to be deemed eligible.

**CSE Candidates:** To apply for an upcoming administration of the CSE, you must complete the appropriate application and submit it to CAB with the \$100 examination fee as soon as possible and according to the postmark

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The Future is Now

# Architectural Industry Undergoing Dramatic Changes

David Brotman, FAIA, President of AIACC

**T**his year, the AIACC is focusing on changes in professional and business models taking place in the design and construction industry. These changes are being brought about by innovation, better management and new technology, and are resulting in new approaches and methodologies to create the built environment. Because of the current character of architecture, our profession is poised for major changes that will result in greater efficiency. At the AIACC, our goal is to identify and document these changes so that we can become the clearinghouse of information for our membership, and help them benefit from knowledge about what is happening around us.

According to a study prepared by *DesignIntelligence*, seven major influences are prompting change in the architectural profession. The Council is tracking all of these influences, which include: process innovation, competition, integrated buildings, globalization, speed-to-market, building information modeling and expanded services.

**Process innovation is being driven by technology:** With faster microprocessors, we are achieving better management and technical solutions, which are resulting in increased efficiency in service delivery. Technology such as cell phones with greater reach, Blackberry PDAs and online project management collaboration services all contribute to this new efficiency.

**Competition has commoditized our profession:** Architects are finding it increasingly difficult to differentiate their service from their competitors. The demand for increased productivity is leading architects to become highly

automated and to learn how to perform creatively and profitably in this environment.

**Integrated and intelligent buildings are becoming the norm:** Today's architects must consider green and sustainable design, security, audio/video automation, convenience devices, advanced HVAC systems and data-driven building information modeling.

**Globalization is affecting the bottom line:** The media has been replete with reports of corporate America looking to places such as India to fill service jobs that until recently have been largely performed in the United States. This phenomenon is becoming so pervasive that Congress is threatening to investigate it.

In the architectural profession, globalization is beginning to have a significant effect on productivity and the reduction of fees. By outsourcing professional services to India and China, architects are able to move projects forward 24 hours a day. At the same time, the work of a \$100,000 a year professional in the United States is being performed by someone in India who is earning \$30,000.

**Speed-to-market is driving the move to alternate project delivery methods:** The fragmented nature of the construction industry is causing owners to look

at the collaborative effort of service providers. Because of their collaborative approach, the use of design-build and CM-at-risk are increasing at the rate of 4 to 5 percent per year.

**Building information modeling (BIM) is becoming an important tool for change:** The potential benefits of BIM may be viewed as revolutionary. In addition to 3-D visualization, BIM can allow for earlier accurate pricing, identify structural conflicts, facilitate materials fabrication and provide a tool for facilities management.

**Opportunities for expanded services:** Many architectural firms are considering services such as building lifecycle management and project management. These opportunities will diversify the focus of many architectural firms.

The AIACC's ultimate plans are to build upon the work done by the AEC Integration Task Force, thus creating opportunities to collaborate with all the players in the design and construction industry. The Task Force will evolve into the Design and Construction Futures Council. With the AIACC at the forefront, we will provide our members the resources and support necessary to meet the challenges of a rapidly changing world.





## Octavius Morgan Award Winners

**T**o show its appreciation for the hard work and dedication of its many volunteers, each year, the California Architects Board selects several volunteers to receive the Octavius Morgan Distinguished Service Award.

In presenting the awards last year, then-Board president Denis Henmi said, "This is our way of recognizing and thanking individuals who have given their time and energy to the architectural profession."

Following are profiles of the three 2003 award winners.



**Carol Tink-Fox** Orange

Octavius Morgan Award winner Carol Tink-Fox was 12-years-old when she saw her first architectural plan. "The drawing included a pool table," she says. "I decided that any job where you get to draw pool tables had to be fun. I also discovered early on that I was both mathematical and artistic; a good combination for an architect."

In choosing Tink-Fox for the Octavius Morgan Award, the Board recognized her many volunteer contributions to the profession. Tink-Fox has been a California Supplemental Examination (CSE) commissioner since 1994. In 1998, she participated in the transformation of the CSE to the current scenario-based format. Tink-Fox thinks the change has been positive for candidates. Additional volunteer efforts include serving as a CSE master commissioner and being a member of the CSE Job Analysis Committee and Board's Examination Committee.

In working with clients, Tink-Fox has a unique perspective. "My goal is to make spaces to enable people to maximize their own potential." Tink-Fox also thrives on the collaborative nature of architecture. "My ideas about the importance of maximizing individual potential and collaborating with others is part of what I enjoy about my volunteer work with CAB. For a small business owner, it is helpful to have camaraderie with other architects. They can provide a sounding board; someone to bounce things off of."

In addition to her volunteer work with CAB, Tink-Fox enjoys taking non-architects on tours of great architecture in Los Angeles and Orange counties. She also helps others understand the profession by teaching classes on architectural fundamentals to interior designers at the Interior Designers Institute in Newport Beach.

Tink-Fox believes that CAB does an outstanding job of keeping architects informed about developments in California laws that affect their practice. "They also do an amazing job of monitoring the license process to protect the public."

"It is a great honor to receive this award," says Tink-Fox. "The people who receive it are very high caliber, and I am flattered to be included."

Tink-Fox is vice president of Stratos Form, a firm that she owns with her husband, Rick. "Although I haven't had a chance to draw very many pool tables, I still enjoy being an architect," she concludes.



**Jim McGlothlin** Malibu

When Jim McGlothlin was a young boy, he appeared on a children's television program in Mississippi. During the program, a clown asked what he wanted to do when he grew up. McGlothlin replied, "I want to build bridges." Today, this 2003 Octavius Morgan Award winner isn't building bridges, but he is building homes, schools and other structures. "I just love to create things," McGlothlin says. "I feel that I am compelled to be an architect."

As a result of McGlothlin's enthusiasm for his profession and his parents' focus on giving back to the community, McGlothlin became a CAB volunteer in the mid-1980s. "I am a chronic do-gooder," he says. "As corny as it sounds, I want to leave things in a little better shape than when I arrived."

In selecting McGlothlin as an Octavius Morgan Award winner, the Board acknowledged that he is, in fact, making a difference. McGlothlin has served on a variety of CAB committees, including the Examination Committee and the CSE Standard

Setting and Item Writing Committees. He has been a CSE master commissioner since 1996. Like Tink-Fox, McGlothlin participated in the transformation of the CSE to the current scenario-based format. He says that the scenario-based format allows commissioners to focus on the candidates' answers.

In addition to his altruistic reasons for volunteering, McGlothlin says he just likes to be around his fellow professionals. "Architects are really nice people. I enjoy the camaraderie, and I appreciate their ethics. Talking to other architects has made me a better architect."

Because of the complexity of California's building environment, McGlothlin says CAB's work is vital. "There are so many issues involved in architecture in this state: seismic issues, environmental concerns, planning and zoning requirements, and much more. The Board helps us maintain high standards and understand a myriad of requirements." McGlothlin appreciates the dedication and professionalism of the staff and volunteers at CAB. "They are like family to me and my wife."

Winning the Octavius Morgan Award came as a big surprise to McGlothlin. "I am very proud to receive this recognition. It puts me in the company of people I really respect. I look forward to continuing to serve."

McGlothlin practices as a sole proprietor in Point Dume, near Malibu. He says that although he isn't building bridges as he dreamed of as a boy, his childhood desire to create things has been realized.



#### **Ron Ronconi** Mountain View

Unlike many high school students, Octavius Morgan Award winner Ron Ronconi enjoyed his classes in mechanical drawing and geometry. Along with a couple of friends, Ronconi attended junior college to explore the field of architecture. After just one year, he decided to pursue architecture as a profession. He transferred to Cal Poly, San Luis Obispo where he obtained his architectural degree.

In choosing Ronconi for the Octavius Morgan Award, the Board recognized his years of volunteer service, which date back to the early 1980s. Ronconi has served on the CSE Item

Writing and Job Analysis Committees and is a CSE master commissioner. Since 2000, Ronconi has been a member of the Board's Communications Committee. He emphasizes the need for the Board to help the general public understand what architects do. "Many people still think all architects do is prepare blueprints. We need to help them understand our critical role in shaping the built environment."

As a member of the IDP Implementation Task Force, Ronconi has worked to develop ways to launch IDP and to interface with NCARB. Through his involvement in the Communications Committee, he has helped to ensure that the value and requirements of IDP are communicated to professionals and candidates. "IDP is a win-win for both professionals and candidates," Ronconi says. "Candidates get a good overview of what they need to know. And professionals are given an opportunity to be mentors and to ensure that their knowledge is passed on to future architects."

Ronconi says he serves for two reasons. "First, I want to give something back to the profession. Second, serving helps me to stay aware of current issues regarding licensure in the state with the added bonus that volunteering has allowed me to develop a great resource network."

In addition to his volunteer work with CAB, Ronconi also serves in his local chapter of the The American Institute of Architects. He is a past president of his local chapter and currently chairs the ethics committee.

Being recognized for his volunteer efforts came as a surprise to Ronconi, "I volunteer because I think it is important," he says. "But it is always nice to be rewarded."

Even with all his professional involvement, Ronconi still finds time to serve in his community. He is on the board of a non-profit art guild, and along with his wife, Jeanne, he teaches art classes to children. In his spare time, Ronconi contributes to recycling efforts by creating abstract metal sculptures of recycled construction debris, such as structural steel, pipe, rebar and wire mesh.

Ronconi is President/Principal Architect of the Mountain View firm, CAS Architects, Inc., which specializes in high-tech, bio-tech and corporate design and planning.





## Overview of IDP/CIDP Requirements

Continued from page 1

IDP has five objectives:

- Define areas of architectural practice in which interns should acquire basic knowledge and skills;
- Encourage additional training in the broad aspects of architectural practice;
- Provide the highest quality of information and advice about educational, internship, and professional issues and opportunities;
- Provide a uniform system for documentation and periodic assessment of internship activity; and,
- Provide greater access to educational opportunities designed to enrich training.

### How Does IDP Benefit Firms?

During my presentations, architects often ask how participating in IDP will benefit their firm. I explain that IDP can help firms attract, train and keep good employees. Firms will benefit in the long-run from interns gaining increased competency and versatility through exposure to the full range of complexities involved in professional practice. The mentor/apprentice relationship is vital in our field, and IDP will assist mentors and supervisors in creating a framework for the productive application of this relationship. Finally, the IDP training report is a useful tool for men-



**IDP is intended to provide a framework for interns to obtain the hands-on experience necessary to acquire the skills and knowledge that are essential to practice architecture competently.**



tors and supervisors in reviewing employee performance and progress.

If architects express concerns about the complexities of IDP, I emphasize the fact that firms already participating in mentoring and investing in their interns' professional development will find that the transition to IDP will be seamless.

### What Are the IDP Requirements?

A good portion of my presentation is spent describing the 16 IDP training areas and the required 700 training units (one training unit equals eight hours of acceptable experience). I also review alternative ways interns can receive credit in some of these areas. Interns can earn a limited number of training units through supplementary education,

including the use of the *Supplementary Education Handbook*, which consists of self-contained tutorials that correspond to chapters in the *AIA Architect's Handbook of Professional Practices*. The *Handbook* is currently in the process of being revised and will be renamed *Emerging Professional's Companion*. It should be available this summer. Interns can receive up to 235 training units through supplementary education.

Architects may question whether their firm has the capacity to expose interns to the full range of training required by IDP. In response, I discuss the option of "inventing" a realistic scenario for an intern to work on. This work can be used to fulfill certain IDP training requirements.

### How Much Does IDP Cost?

A key concern for both interns and firms is the cost of IDP. I remind firms that by covering the costs for their interns, they are investing in the future of the profession. I encourage them to look at IDP as they would a potential client. Specifically, they need to put in a certain amount of work to win the client's business. But once the client selects their firm, the investment is worthwhile. Similarly, with an intern, the benefit may not be apparent immediately, but once that employee has the necessary education and training, he or she can begin to give back to the firm.

CAB is not charging any fees for participation in NCARB's IDP or CIDP. NCARB currently charges interns \$285 for compiling the Council Record for the first three years. This includes one transmittal of the IDP Council Record to a member board. Various smaller fees may apply if the intern takes longer to complete IDP.







### What is the Difference Between a Supervisor and a Mentor?

In fulfilling the IDP requirements, it is helpful for both interns and architects to understand the difference between a supervisor and a mentor. These key people have different roles and responsibilities in their relationships to the intern. The supervisor works within the same firm and directly supervises the intern. The supervisor periodically certifies the training activities and signs the intern's IDP Employment Verification Forms. He or she should have a basic familiarity with the IDP requirements. The mentor may be someone outside the firm who meets periodically with the intern to review training progress and discuss career objectives. The mentor does not certify training activities, but he or she signs the Employment Verification Form to acknowledge that he or she has met with the intern. The supervisor may also serve as the mentor; although ideally, two different people would fulfill these roles.

### Who is Responsible for IDP Record Keeping?

Interns are responsible for their own record keeping and for reporting their training units to NCARB. The record is a key part of IDP, as it helps interns identify areas in which they have

received training and areas where they still need training. The record also provides supervisors a way to assess the intern's progress and manage his or her training. Perhaps most importantly, IDP records provide NCARB verification of the intern's compliance with the IDP training requirements.

### How Long Does it Take to Complete IDP?

The interns who attend my presentations often express concerns about the length of time it will take to complete IDP. I explain that completion does not have to take a long time, especially if interns begin as soon as they are eligible. Interns can begin IDP training following completion of any of the following:

1) the third year of a five-year National Architectural Accrediting Board (NAAB) accredited Bachelor of Architecture or Master of Architecture program; 2) the third year in a four-year pre-professional program; or 3) the first year in a NAAB-accredited Master of Architecture program (for those with an undergraduate degree in another discipline). The key to completing IDP quickly is taking the initiative to obtain the required training units and actively reporting the units to NCARB. I completed the program two-half years after graduation.

As California prepares for the implementation of this new requirement, I urge interns and professionals to view it as a positive step that will benefit our profession. IDP will ensure that future architects have the training to perform their responsibilities in a way that protects the public's health, safety and welfare.

If your firm is interested in having Nathaniel or another AIACC representative give an IDP/CIDP presentation, please call (916) 448-9082.

## Important IDP Web Sites

There are many resources out there relating to the Intern Development Program (IDP). Listed below are a few key sites that provide useful information for interns and architects serving as supervisors and/or mentors.

### [www.cab.ca.gov/idp-main.htm](http://www.cab.ca.gov/idp-main.htm)

California Architects Board – information on the upcoming California internship requirements and a Question and Answer section, as well as the *2003-2004 IDP Program Guidelines* in a pdf format

Also contains links to all of the following sites:

### [www.ncarb.org/idp/index.html](http://www.ncarb.org/idp/index.html)

National Council of Architectural Registration Boards (NCARB) – information on NCARB's IDP, full program details, IDP Training Unit Workbook for record keeping, and the *IDP Mentor Guidelines* in a pdf format

### [www.aiacc.org/mentoring/index.html](http://www.aiacc.org/mentoring/index.html)

The American Institute of Architects, California Council (AIACC) – resource for interns and architects in relation to mentoring

### [www.aia.org/idp](http://www.aia.org/idp)

The American Institute of Architects – internship tools and information on NCARB's IDP



# Enforcement Actions

**CAB is responsible for receiving and investigating complaints against licensees and unlicensed persons. CAB also retains the authority to make final decisions on all enforcement actions taken against its licensees.**

**Included below is a brief description of recent enforcement actions taken by CAB against individuals who were found to be in violation of the Architects Practice Act.**

**Every effort is made to ensure the following information is correct. Before making any decision based upon this information, you should contact CAB. Further information on specific violations may also be obtained by contacting the Board's Enforcement Unit at (916) 445-3394.**

## **DISCIPLINARY ACTION**

**JOHN S. YBARRA** (San Diego) Effective February 13, 2004, John S. Ybarra's architect license, number C-25498, was revoked, after the Board adopted a Proposed Default Decision. An Accusation was filed against Ybarra for a violation of Business and Professions Code (BPC) section 5577 (Conviction of Certain Crimes). The Accusation was based on Ybarra's felony conviction of a violation of Penal Code section 288(c)(1), committing a lewd act.

## **CITATIONS**

**LEE PORTER BUTLER** (West Palm Beach, Florida) The Board issued an administrative citation that included a \$500 civil penalty to Lee Porter Butler, an unlicensed individual, for a violation of BPC section 5536(a) (Practice Without a License or Holding Self Out as Architect). This action was taken based on evidence that Butler made a verbal agreement to a client to provide architectural design services for a property located in California. Butler received a cash payment from the client and acknowledged in writing that payment was received for architectural services. The citation became effective on February 27, 2004.

**STEPHEN JOSEPH FIDUK** (Fountain Valley) The Board issued an administrative citation that included a \$500 civil penalty to Stephen Joseph Fiduk, architect license number C-22623, for a violation of BPC section 5584. This action was taken based on evidence that Fiduk failed to prepare preliminary documents in compliance with zoning regulations. Fiduk paid the civil penalty satisfying the citation. The citation became effective May 12, 2004.

**LEE ANN FLEMING** (Tustin) The Board issued an administrative citation that included a \$500 civil penalty to Lee Ann Fleming, architect license number C-26795, for a violation of BPC section 5536.22 (Written Contract). This action was taken based on evidence that Fleming entered into an agreement on May 7, 2003, which identi-

fied her as the "Architect," to provide landscaping services. The agreement stated "...the Drawings and Specifications prepared by the Architect, dated April 29, 2003..." Fleming commenced preparing these drawings and specifications without having an executed written contract for professional services. Fleming paid the civil penalty satisfying the citation. The citation became effective on January 26, 2004.

## **CHARLES DEWEY GARLAND**

(Cathedral City) The Board issued an administrative citation that included a \$500 civil penalty to Charles Dewey Garland, architect license number C-11991, for a violation of BPC section 5536.22 (Written Contract). This action was taken based on evidence that Garland commenced preparing drawings for a patio cover for a residence without having an executed written contract for professional services. The citation became effective on January 27, 2004.

## **WILLIAM GENE HOLCOMB**

(Santa Fe) The Board issued an administrative citation that included a \$500 civil penalty to William Gene Holcomb, architect license number C-13684, for a violation of BPC section 5584 (Willful Misconduct). This action was taken based on evidence that Holcomb executed a written agreement with a client to provide residential remodel services. The client became dissatisfied with Holcomb's services, terminated the contract, and requested a refund. Holcomb and the client executed a written agreement that mediated the dispute involving the client's termination of the contract for professional services and demand for a refund of the fees that had been paid to Holcomb. Holcomb paid the first of 20 installment payments, then failed to pay the remainder. Holcomb's failure to pay the client pursuant to a written agreement constituted willful misconduct. The citation became effective on February 9, 2004.

**TOSHIRO ISA** (Gardena) The Board issued an administrative citation that included a \$500 civil penalty to Toshiro Isa, architect license

number C-12392, for a violation of BPC section 5536.22 (Written Contract). This action was taken based on evidence that Isa commenced preparing conceptual drawings for apartment units without having an executed written contract for professional services. Isa paid the civil penalty satisfying the citation. The citation became effective on December 29, 2003.

## **TIMOTHY PATRICK JONES**

(Chula Vista) The Board issued an administrative citation that included a \$500 civil penalty to Timothy Patrick Jones, architect license number C-24012, for a violation of BPC section 5536.22 (Written Contract). This action was taken based on evidence that Jones commenced preparing drawings for an addition to a residence without having an executed written contract for professional services. Jones paid the civil penalty satisfying the citation. The citation became effective on January 15, 2004.

## **ROSEANNE CLARK McNULTY**

(San Francisco) The Board issued an administrative citation that included a \$1,500 civil penalty to Roseanne Clark McNulty, architect license number C-15277, for violations of BPC sections 5536(a) and (b) (Practice Without a License or Holding Self Out as Architect) and 5536.1(b) (Stamp Requirement). This action was taken based on evidence that while McNulty's license was expired, she prepared plans, and affixed and signed a stamp which read "REGISTERED ARCHITECT," "ROSEANNE McNULTY," "C-15277," the handwritten date on which the stamp was affixed, and the legend "STATE OF CALIFORNIA," for the renovation of nine buildings to be used as affordable housing, which are commercial, non-exempt projects. Also, McNulty's stamp did not contain a means of indicating the renewal date of her license and listed "REGISTERED ARCHITECT" on her stamp rather than the mandated legend "licensed architect." In addition, while McNulty's architect license was expired, she signed an Employment Verification Form indicating that she was licensed as an "Architect" in California with the license number

"15277" and an expiration date of "04." McNulty paid the civil penalty satisfying the citation. The citation became effective on January 14, 2004.

**DAVID C. NGUYEN** (San Jose) The Board issued an administrative citation that included a \$1,000 civil penalty to David C. Nguyen, an unlicensed individual, for violations of BPC section 5536(a) (Practice Without a License or Holding Self Out as Architect). This action was taken based on evidence that Nguyen executed a standard form of agreement wherein he offered to provide architectural services and identified himself as an "architect." In addition, on the standard form of agreement, Nguyen identified himself as "Mr. David C. Nguyen A.I.A." and "David C. Nguyen A.I.A. #390203754." The citation became effective on February 27, 2004.

**JERRY OLDKNOW** (San Mateo) The Board issued an administrative citation that included a \$1,500 civil penalty to Jerry Oldknow, an unlicensed individual, for violations of BPC section 5536(a) (Practice Without a License or Holding Self Out as Architect). This action was taken based on evidence that Oldknow offered to provide "architectural design" for a non-exempt project. Oldknow also affixed and signed an architect stamp belonging to an architect licensed in California, without the architect's permission. In addition, Oldknow's company, Oldknow and Associates, was listed in the 2001 Pacific Bell Smart Yellow Pages under the architects' heading. Oldknow paid the civil penalty satisfying the citation. The citation became effective on March 22, 2004.

**SCOTT PETERSON** (Antioch) The Board issued an administrative citation that included a \$1,500 civil penalty to Scott Peterson, an unlicensed individual, for violations of BPC sections 5536(a) (Practice Without a License or Holding Self Out as Architect) and 5536.1(c) (Unauthorized Practice; Misdemeanor). This action was taken based on evidence that Peterson provided two clients with a proposal for services that identified the name of his company as "Scott Peterson Design/Architecture." In another proposal for services, on a non-exempt project type, Peterson listed the services to be provided under the heading, "RESPONSIBILITY OF THE ARCHITECT" and listed his compensation under "Architectural Fees." The citation became effective April 26, 2004.

**SCOTT A. SPENCER** (La Jolla) The Board issued an administrative citation that included a \$2,500 civil penalty to Scott A. Spencer, architect license number C-12989, for violations of BPC section 5536(a). Mr. Spencer's license expired on May 31, 1987 and has not been renewed. This action was taken based on evidence that

Spencer prepared plans which bore a title block that read "Scott A. Spencer & Associates Architecture Planning." The plans bore a stamp that read "Licensed Architect," "Scott A. Spencer," "No. C 12989," the legend "State of California," and his signature. Spencer used a written contract which contained the term "Architectural" throughout, he put out a business card containing his name and advertised that he provides "Architectural Design," and put out letterhead stating "Scott A. Spencer Architect." In addition, Spencer is listed in the Smart Yellow Pages as "Scott Spencer Architect" under the "Architects" heading. Spencer paid the civil penalty satisfying the citation. The citation became effective on May 10, 2004.

**GARRY RAY TERWILLIGER** (Yucaipa) The Board issued an administrative citation that included a \$500 civil penalty to Garry Ray Terwilliger, architect license number C-21148, for a violation of BPC section 5584 (Willful Misconduct). This action was taken based on evidence that Terwilliger executed a written agreement with a client to provide architectural design services for a new residence and a detached garage. Based on numerous delays and failure to complete the project, a written agreement was executed in which Terwilliger agreed to terminate his services and immediately refund the client all fees paid to date. Terwilliger failed to refund the money to the client. Terwilliger's failure to pay the client pursuant to their written agreement constituted willful misconduct. The citation became effective on September 25, 2003.

**ROBERT LADD TUREK** (San Diego) The Board issued an administrative citation that included a \$500 civil penalty to Robert Ladd Turek, architect license number C-7806, for a violation of BPC section 5584 (Negligence). This action was taken based on evidence that Turek wrote a letter to the County of San Diego Code Enforcement Division advising that he had inspected a Keystone retaining wall and found it to be well-constructed and following the specifications provided by the manufacturer. According to his own statement, Turek was not present when the wall was originally constructed, was not told that the wall had fallen following construction and was not present when the wall was reconstructed. Turek failed to use the care and skill ordinarily used by a reasonably prudent architect practicing under similar circumstances, which constituted negligence. Turek paid the civil penalty satisfying the citation. The citation became effective on March 25, 2004.



deadline schedule printed on the application. Please be sure to mark your first and second choice for exam dates. Recently, exam administrations have filled up well in advance of the filing deadline, so your application should be mailed early to help ensure that you will be scheduled for your preferred administration, prior to January 1, 2005 if necessary. If you have any questions, you may call CAB's Supplemental Examination Unit at (916) 445-3394.

### Candidates Approaching Inactive Status

If you have not taken an examination as a CAB candidate for more than four years and are approaching inactive status, this new requirement will apply to you beginning January 1, 2005 unless you take an examination prior to reaching five years of inactivity. ARE candidates in this category may simply call Prometric at (800) 479-6215 to schedule an appointment to take an ARE division prior to becoming inactive. CSE candidates in this category should see the instructions above for applying for an upcoming CSE administration prior to becoming inactive.



# architects

California Architects Board

400 R Street, Suite 4000  
Sacramento, CA 95814-6238

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## CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

### CONSULTANT NEEDED

## CAB Seeking Bids from Qualified Architects

**T**he California Architects Board (CAB) recently released a Request for Proposal (RFP) seeking competitive bids for a contract with an architect consultant. The contract requires a commitment of up to 1,500 hours per fiscal year. The consultant will work from the CAB office in Sacramento and play a critical role in CAB's enforcement program. The consultant's responsibilities include: 1) responding to technical inquiries; 2) evaluating and mediating complaints; 3) providing guidance to the Division of Investigation in technical matters; 4) acting as expert witness and testifying at disciplinary hearings and criminal cases; and, 5) training and educating California building officials, consumers and investigators about the Architects Practice Act. Required qualifications include: knowledge of laws and regulations enforced by CAB; a valid California architect license, with no history of complaints and/or administrative actions; and the last five years as a practicing architect within California. If you are interested in working with CAB, please visit our Web site to obtain the full RFP: [www.cab.ca.gov](http://www.cab.ca.gov), or call the Board office at (916) 324-9913. **The deadline to submit bids is July 16, 2004.**

### Tell Us What You Think of Us

We'd like you to help us improve our service by giving us your honest opinion on the job we're doing. Our Web site now includes a 12-question survey that lets you assess our courtesy, accuracy, timeliness, efficiency, and overall performance. It also provides space for your comments on how we helped and where we need to focus our efforts. The survey is accessible through a link from the home page at [www.cab.ca.gov](http://www.cab.ca.gov).



### To Get In Touch With Us

California Architects Board • 400 "R" Street, Suite 4000 • Sacramento, CA 95814-6238 • (916) 445-3393 • Fax: (916) 445-8524  
Email: [cab@dca.ca.gov](mailto:cab@dca.ca.gov) • [www.cab.ca.gov](http://www.cab.ca.gov)